

**SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, NOVEMBER 21st, 2024 6:00 P.M.**

Mayor Kitzmiller called the regular meeting to order at 6:04 p.m. Commissioners Markham, Hirsch, and Reade were present. Commissioner Osten was absent. The City Attorney, City Finance Officer, and City Administrator were also present.

Mayor Kitzmiller led in the Pledge of Allegiance.

Mayor Kitzmiller gave the invocation.

CALL FOR CHANGES

Motion by Reade, second by Hirsch to approve the agenda of the regular meeting of the Somerset City Commission for November 21st, 2024 as presented or amended. Motion carried.

CONSENT CALENDAR

Motion by Hirsch, second by Reade to approve the minutes of the regular meeting held on November 7th, 2024, as presented or amended. Motion carried.

APPROVAL OF CLAIMS

Motion by Reade, second by Markham to approve the claims and hand checks in the amount of \$177,209.83 from November 7th, 2024 through November 20th, 2024, as presented or amended. Motion carried.

Cardmember Services	297.62
SD State Treasurer	976.82
USBank	121528.82
A&B Business Solutions	45.00
Black Hawk Water Users District	41.25
Black Hills Energy	6852.46
CBH CO-OP	4967.72
City of Rapid City	5355.00
City of Sturgis	190.00
Clarity Telecom	1238.43
Greenapsis	366.79
Haveman Business Services LLC	750.00
HDR Engineering, Inc	18235.09
Hermanson Egge Engineering, Inc.	2100.00
HUNEKE CONSTRUCTION	1000.00
Kieffer Sanitation	350.00
MDU	706.25
Meade County Auditor	1232.50
Meade County Register of Deeds	90.00
Midcontinent Communications	184.87
Midcontinent Testing Laboratories, Inc.	182.50
Rushmore Office	357.00
Servall Uniform & Linen Supply	195.16
TextMyGov	1800.00

TRANSOURCE TRUCK & EQUIPMENT, INC.	7604.26
USA Bluebook	312.29
JR BBQ	250.00

****NOTED FOR THE RECORD – DEPARTMENT HEAD REPORTS ARE IN THE PACKET FOR VIEWING.**

PUZZLE BOX EXCHANGE BOX – LAURIE POTTHOFF

Motion by Markham, second by Reade to open discussion. Motion carried. Laurie presented the puzzle box program and the box she would like to create. Donations have already started, and a request was made to place the box in front of City Hall where it is accessible and safe.

Motion by Reade, second by Hirsch to close discussion. Motion carried.

Motion by Reade, second by Markham to approve of the puzzle box being placed at City Hall in a location designated by City Administrator Lisa Schieffer. Motion carried.

DOT MARKETING WEBSITE DESIGN– ANGELA WOLTER

Motion by Markham, second by Hirsch to open discussion. Motion carried. Ms. Wolter presented an example website for the City of Summerset. Other projects were also shown. The website would be usable, accessible, searchable, and scalable.

Motion by Reade, second by Markham to close discussion. Motion carried.

Motion by Markham, second by Reade to table the matter until December 5th meeting. Motion carried.

SEDC UPDATE – BRENNA BLOCK

Brenna updated the commission on numerous events she has been involved in this month. Ms. Block also updated the Board on upcoming events and plans as well as possibility of new coming businesses.

AXON ENTERPRISE CONTRACT – RICH NASSER

Motion by Reade, second by Hirsch to open discussion. Motion carried. Chief Nasser presented the contract for upgraded fleet tasers. The agreement includes no change to the budget for 2025.

Motion by Hirsch, second by Reade to close discussion. Motion carried.

Motion by Reade, second by Markham to approve the Axon contract. Motion carried.

PRELIMINARY/FINAL PLAT RESOLUTION 2024-21– LYON LLC

*Planning & Zoning Board recommended unanimously a do pass.

Motion by Hirsch, second by Reade to open discussion. Motion carried. City Administrator Lisa Schieffer presented to the board that all comments presented by HDR had been resolved and all items were in good order.

Motion by Reade, second by Markham to close discussion. Motion carried.

Motion by Reade, second by Markham to approve Resolution 2024-21 for the preliminary/final plat of Lyon LLC. Motion carried.

EXCEPTION REQUEST/PRELIMINARY PLAT NORMAN RANCH – VANOCKER DEVELOPMENT

*Planning and Zoning recommended an unanimous do pass contingent upon the following items: 1) Extended warranty on Norman Ranch pump and lift station to 3 years; 2) Air valves working to increase adequate flow; 3) Plan between the developer and city in case it is overloaded; 4) Letter from US Army Corp of Engineers for work in wetland area.

*All other documents pertaining to Norman Ranch can be found at www.summerset.us Departments> Planning & Zoning>Agenda & Minutes.

City Attorney Wheeler recommended this matter be returned to Planning and Zoning.

Motion by Markham, second by Reade to refer this matter back to Planning and Zoning. Motion carried.

SECOND READING OF TSO 2024-03

Motion by Markham, second by Reade to approve the second reading of TSO 2024-03. Motion carried.

Motion by Reade, second by Hirsch to adopt TSO 2024-03. Motion carried.

MEADE COUNTY TERMINATION OF MEMORANDUM OF UNDERSTANDING

Motion by Hirsch, second by Reade to open discussion. Motion carried. City Administrator Lisa Schieffer spoke on the original agreement stating Meade County would no longer conduct septic permit inspections. Hermanson Egge will now do the septic inspections for the city.

Motion by Hirsch, second by Reade to close discussion. Motion carried.

Motion by Markham, second by Reade to approve termination of the MOU. Motion carried.

SURPLUS PROPERTY – POLICE DEPARTMENT

Motion by Markham, second by Reade to approve surplus of the Armor Express Body Armor, Model AEXPG2-A-III, serial number 2103293478 in the amount of \$247.50. Motion carried.

PAYROLL CHANGE – POLICE DEPARTMENT

Anna Hamelin has successfully become a certified officer after completing the 12-week course. Certified Officer Grade 17, Step A - \$25.31 effective 11/18/2024. Chief Nasser also praised Officer Hamelin for receiving the Leadership Challenge Coin Award, Inspiration Award, and was voted to give the commencement speech.

Motion by Reade, second by Markham to approve the payroll change. Motion carried.

LIGHTING MAINTENANCE – MIKE KITZMILLER

Motion by Markham, second by Reade to open discussion. Motion carried. Mayor Kitzmiller presented the quote from Lighting Maintenance for the sign at City Hall. Commission requested he attempt once more for quotes from additional companies.

Motion by Hirsch, second by Markham to close discussion. Motion carried. No action taken.

CITIZENS INPUT

Laurie Potthoff expressed concern for citizens not being able to hear clearly at meetings. City Administrator Schieffer spoke to the Commission to remind them to speak clearly in to their microphones.

UPCOMING EVENTS:

City Offices will be closed Thursday/Friday, November 28th and 29th in honor of Thanksgiving.

ITEMS FROM CITY ATTORNEY: NONE

ADJOURNMENT

Motion by Hirsch, second by Reade to adjourn at 7:00p.m. Motion carried.

(SEAL)

Michael Kitzmiller, Mayor

ATTEST:

Brielle, Schrock, Finance Officer

Published once _____, 2024, at a cost of \$_____.



Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					

Vendor: [0322 - AFLAC Remittance Processing](#) Vendor Total: 96.72

INV0000183	Invoice	11/27/2024	11/27/2024	11/27/2024	11/27/2024	96.72	0.00	0.00	0.00	96.72
AFLAC Disability		BANKEFT - BANK WEST EFT			No	Payment Date: 11/27/2024		Bank Draft:		DFT0000209

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
AFLAC Disability	NA	0.00	0.00	96.72	0.00	0.00	0.00	96.72

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
998-0000-21840	Accident Insurance		96.72	0%

Vendor: [1952 - Child Support Payment Center](#) Vendor Total: 442.00

INV0000184	Invoice	11/27/2024	11/27/2024	11/27/2024	11/27/2024	442.00	0.00	0.00	0.00	442.00
Child Support Garnishment		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Child Support Garnishment	NA	0.00	0.00	442.00	0.00	0.00	0.00	442.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
998-0000-21810	Garnishment Payable		442.00	0%

Vendor: [0468 - Delta Dental](#) Vendor Total: 1,177.40

1929711	Invoice	11/27/2024	11/27/2024	11/27/2024	11/27/2024	1,177.40	0.00	0.00	0.00	1,177.40
Employee Dental		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Employee Dental	NA	0.00	0.00	1,177.40	0.00	0.00	0.00	1,177.40

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
998-0000-21800	Dental & Vision Ins Payable		1,177.40	100.00%

Vendor: [0041 - Health Pool of SD](#) Vendor Total: 17,203.57

2024-7122	Invoice	11/27/2024	11/27/2024	11/27/2024	11/27/2024	17,203.57	0.00	0.00	0.00	17,203.57
November Employee Health/ Life Ins		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
November Employee Health/ Life Ins	NA	0.00	0.00	17,203.57	0.00	0.00	0.00	17,203.57

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
998-0000-21830	Medical Ins Payable		17,203.57	100.00%

Vendor: [0011 - SDRS](#) Vendor Total: 11,665.22

INV0000185	Invoice	11/27/2024	11/27/2024	11/27/2024	11/27/2024	4,618.20	0.00	0.00	0.00	4,618.20
SDRS 6%		BANKEFT - BANK WEST EFT			No	Payment Date: 11/27/2024		Bank Draft:		DFT0000210

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
SDRS 6%	NA	0.00	0.00	4,618.20	0.00	0.00	0.00	4,618.20

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
211-0000-21910	SDRS Payable		205.24	0%
101-0000-21910	SDRS Payable		2,861.48	0%
604-0000-21910	SDRS Payable		1,551.48	0%

Payable Register

Packet: APPKT00110 - PYPKT00179 - November 2024 Payroll

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
INV0000186	Invoice	11/27/2024	11/27/2024	11/27/2024	11/27/2024	7,047.02	0.00	0.00	0.00	7,047.02
SDRS 8%		BANKEFT - BANK WEST EFT			No	Payment Date: 11/27/2024		Bank Draft:		DFT0000211

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
SDRS 8%	NA	0.00	0.00	7,047.02	0.00	0.00	0.00	7,047.02

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-0000-21910	SDRS Payable		7,047.02	0%

Vendor: [1022 - SDRS-SUPPLEMENTAL RETIREMENT PLAN \(SDSRP\)](#)

Vendor Total: 775.00

INV0000187	Invoice	11/27/2024	11/27/2024	11/27/2024	11/27/2024	775.00	0.00	0.00	0.00	775.00
SDRS Supplemental		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
SDRS Supplemental	NA	0.00	0.00	775.00	0.00	0.00	0.00	775.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-0000-21910	SDRS Payable		495.00	0%
604-0000-21910	SDRS Payable		280.00	0%

Vendor: [0128 - United States Treasury](#)

Vendor Total: 19,278.75

INV0000188	Invoice	11/27/2024	11/27/2024	11/27/2024	11/27/2024	6,389.73	0.00	0.00	0.00	6,389.73
Federal W/H		BANKEFT - BANK WEST EFT			No	Payment Date: 11/27/2024		Bank Draft:		DFT0000212

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Federal W/H	NA	0.00	0.00	6,389.73	0.00	0.00	0.00	6,389.73

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
211-0000-21710	Payroll Tax Payable		183.04	0%
604-0000-21710	Payroll Tax Payable		1,037.39	0%
101-0000-21710	Payroll Tax Payable		5,169.30	0%

INV0000189	Invoice	11/27/2024	11/27/2024	11/27/2024	11/27/2024	10,445.98	0.00	0.00	0.00	10,445.98
Social Security		BANKEFT - BANK WEST EFT			No	Payment Date: 11/27/2024		Bank Draft:		DFT0000213

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Social Security	NA	0.00	0.00	10,445.98	0.00	0.00	0.00	10,445.98

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
211-0000-21710	Payroll Tax Payable		209.80	0%
604-0000-21710	Payroll Tax Payable		1,526.14	0%
101-0000-21710	Payroll Tax Payable		8,710.04	0%

INV0000190	Invoice	11/27/2024	11/27/2024	11/27/2024	11/27/2024	2,443.04	0.00	0.00	0.00	2,443.04
Medicare		BANKEFT - BANK WEST EFT			No	Payment Date: 11/27/2024		Bank Draft:		DFT0000214

Items

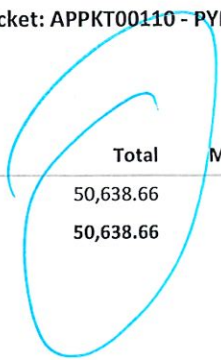
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Medicare	NA	0.00	0.00	2,443.04	0.00	0.00	0.00	2,443.04

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
211-0000-21710	Payroll Tax Payable		49.06	0%
604-0000-21710	Payroll Tax Payable		356.92	0%
101-0000-21710	Payroll Tax Payable		2,037.06	0%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	10	50,638.66	0.00	0.00	0.00	50,638.66	31,040.69	19,597.97
Grand Total:		50,638.66	0.00	0.00	0.00	50,638.66	31,040.69	19,597.97



Account Summary

<u>Account</u>	<u>Name</u>	<u>Amount</u>
101-0000-21710	Payroll Tax Payable	15,916.40
101-0000-21910	SDRS Payable	10,403.50
Total:		26,319.90

<u>Account</u>	<u>Name</u>	<u>Amount</u>
211-0000-21710	Payroll Tax Payable	441.90
211-0000-21910	SDRS Payable	205.24
Total:		647.14

<u>Account</u>	<u>Name</u>	<u>Amount</u>
604-0000-21710	Payroll Tax Payable	2,920.45
604-0000-21910	SDRS Payable	1,831.48
Total:		4,751.93

<u>Account</u>	<u>Name</u>	<u>Amount</u>
998-0000-21800	Dental & Vision Ins Payable	1,177.40
998-0000-21810	Garnishment Payable	442.00
998-0000-21830	Medical Ins Payable	17,203.57
998-0000-21840	Accident Insurance	96.72
Total:		18,919.69



City of Summerset, SD

Payable Register

Payable Detail by Vendor Name

Packet: APPKT00109 - AMENDED- JR's OOC

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 1361 - JR BBQ									Vendor Total:	736.40
11.2024A	Invoice	11/26/2024	11/26/2024	11/26/2024	11/26/2024	736.40	0.00	0.00	0.00	736.40
Staff Christmas Party	BANKW - BANK WEST				No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Staff Christmas Party	NA	0.00	0.00	736.40	0.00	0.00	0.00	736.40		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4192-42900	Other Expense		736.40	100.00%						

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	1	736.40	0.00	0.00	0.00	736.40	0.00	736.40
	Grand Total:	736.40	0.00	0.00	0.00	736.40	0.00	736.40



Account Summary

<u>Account</u>	<u>Name</u>	<u>Amount</u>
101-4192-42900	Other Expense	736.40
	Total:	736.40



Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					

Vendor: [1098 - A&B Business Solutions](#) Vendor Total: 534.31

IN1210202	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	534.31	0.00	0.00	0.00	534.31
Copy machine usage	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Copy machine usage	NA	0.00	0.00	534.31	0.00	0.00	0.00	534.31

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-43400	Equip Expense		534.31	100.00%

Vendor: [1111 - Ambrose, Jonathan](#) Vendor Total: 50.00

Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Phone Stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42810	Phone		50.00	100.00%

Vendor: [1808 - Anglin, Mitch](#) Vendor Total: 50.00

Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Phone Stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4310-42810	Phone		50.00	100.00%

Vendor: [1363 - Axon Enterprise, Inc.](#) Vendor Total: 4,116.00

INUS295048	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	4,116.00	0.00	0.00	0.00	4,116.00
Taser 7 CQ Dock Payment	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Taser 7 CQ Dock Payment	NA	0.00	0.00	4,116.00	0.00	0.00	0.00	4,116.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42204	Axon CEW		4,116.00	100.00%

Vendor: [1906 - Birgen, Nicholin](#) Vendor Total: 50.00

Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Phone Stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4140-42810	Phone		50.00	100.00%

Vendor: [1369 - Greenapsis](#) Vendor Total: 350.00

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
87	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	350.00	0.00	0.00	0.00	350.00
Payable Description		Bank Code			On Hold					
Janitorial services		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Janitorial services	NA	0.00	0.00	350.00	0.00	0.00	0.00	350.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42200	Prof Fees Expense		350.00	100.00%

Vendor: 1513 - Hirsch, Clyde

Vendor Total: 50.00

Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone stipend		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Phone stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4110-42810	Phone		50.00	100.00%

Vendor: 0324 - Kayl, Anthony

Vendor Total: 50.00

Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone stipend		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Phone stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4310-42810	Phone		50.00	100.00%

Vendor: 1103 - Kitzmiller, Michael

Vendor Total: 50.00

Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone stipend		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Phone stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4120-42810	Phone		50.00	100.00%

Vendor: 1970 - Markham, Gwenn

Vendor Total: 50.00

Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Phone Stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4110-42810	Phone		50.00	100.00%

Vendor: 1971 - Osten, Michael

Vendor Total: 50.00

Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend		BANKW - BANK WEST			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name	Project	Account Key		Amount	Percent				
101-4110-42810	Phone				50.00	100.00%				

Vendor: [1274 - Rapid Rooter](#)

Vendor Total: 1,520.45

6689F	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	641.20	0.00	0.00	0.00	641.20
WWTP sewer camera		BANKW - BANK WEST			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP sewer camera	NA		0.00	0.00	641.20	0.00	0.00	0.00	641.20	
Distributions										
Account Number	Account Name	Project	Account Key		Amount	Percent				
604-4000-42500	Repair/Maint Expense				641.20	100.00%				

6853F	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	879.25	0.00	0.00	0.00	879.25
WWTP sewer repair		BANKW - BANK WEST			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP sewer supply	NA		0.00	0.00	879.25	0.00	0.00	0.00	879.25	
Distributions										
Account Number	Account Name	Project	Account Key		Amount	Percent				
604-4000-42500	Repair/Maint Expense				879.25	100.00%				

Vendor: [1732 - Schieffer, Lisa](#)

Vendor Total: 50.00

Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone stipend		BANKW - BANK WEST			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Phone stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name	Project	Account Key		Amount	Percent				
101-4140-42810	Phone				50.00	100.00%				

Vendor: [1976 - Schmagel, David](#)

Vendor Total: 50.00

Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone stipend		BANKW - BANK WEST			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Phone stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name	Project	Account Key		Amount	Percent				
604-4000-42810	Phone				50.00	100.00%				

Vendor: [1746 - SCHROCK, BRIELLE](#)

Vendor Total: 50.00

Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone stipend		BANKW - BANK WEST			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Phone stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name	Project	Account Key		Amount	Percent				
101-4140-42810	Phone				50.00	100.00%				

Vendor: [1820 - Smith, Jeff](#)

Vendor Total: 50.00

Payable Register

Packet: APPKT00111 - 12.5.2024

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Dec 2024	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	50.00	0.00	0.00	0.00	50.00
Phone stipend		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Phone stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4310-42810	Phone		50.00	100.00%

Vendor: [1162 - Tech Sales Company](#)

Vendor Total: 830.00

328421	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	830.00	0.00	0.00	0.00	830.00
WWTP replacement pump assembly		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP replacement pump assembly	NA	0.00	0.00	830.00	0.00	0.00	0.00	830.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42630	Chemicals and Lab Supplies		830.00	100.00%

Vendor: [0578 - USDA](#)

Vendor Total: 148,400.00

2024.12	Invoice	12/5/2024	12/5/2024	12/5/2024	12/5/2024	148,400.00	0.00	0.00	0.00	148,400.00
USDA Debt Serv Payment		BANKEFT - BANK WEST EFT			No	Payment Date: 12/2/2024		Bank Draft:	DFT0000215	

Items

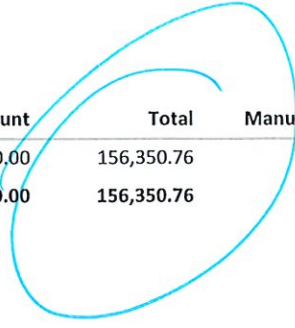
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
USDA Payment EFT	NA	0.00	0.00	148,400.00	0.00	0.00	0.00	148,400.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
302-4700-44200	Debt Service Expense		148,400.00	100.00%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	19	156,350.76	0.00	0.00	0.00	156,350.76	148,400.00	7,950.76
Grand Total:		156,350.76	0.00	0.00	0.00	156,350.76	148,400.00	7,950.76



Account Summary

<u>Account</u>	<u>Name</u>	<u>Amount</u>
101-4110-42810	Phone	150.00
101-4120-42810	Phone	50.00
101-4140-42810	Phone	150.00
101-4192-42200	Prof Fees Expense	350.00
101-4192-43400	Equip Expense	534.31
101-4210-42204	Axon CEW	4,116.00
101-4310-42810	Phone	150.00
Total:		5,500.31

<u>Account</u>	<u>Name</u>	<u>Amount</u>
302-4700-44200	Debt Service Expense	148,400.00
Total:		148,400.00

<u>Account</u>	<u>Name</u>	<u>Amount</u>
604-4000-42500	Repair/Maint Expense	1,520.45
604-4000-42630	Chemicals and Lab Supplies	830.00
604-4000-42810	Phone	100.00
Total:		2,450.45

Required Report

Nov 2024 Commissioner Clyde Hirsch

MEETINGS

- Attended 2 () Commission Meetings
- Attended 1 () Special Meetings.

POLICE DEPARTMENT

Phone calls with John

Sid Reade
Finance Commissioner

Month of: November, 2024

Meetings:

- Attended two regular Commission meetings
- Observed two the Planning and Zoning board meeting

Contacts:

- Update with City Finance Officer

NOVEMBER COMMISSION REPORT

COMMISSIONER MARKHAM

MEETINGS:

- 2 - COMMISSIONER MEETINGS
- 1 – PLANNING AND ZONES MEETING

POLICE DEPARTMENT:

- WEEKLY TOUCH BASE WITH CHIEF NASSER
 - DAY TO DAY OPERATIONS

OTHER BUSINESS:

- ATTENDED BLACK HAWK FIRE DEPARTMENT PANCAKE FEED
- MEETING WITH L. SHIFFER REGARDING NEW WEBSITE
- VARIOUS EMAILS WITH:
 - CHIEF NASSER
 - LISA SCHIFFER
 - MAYOR KITZMILLER
- PHONE CONVERSATION WITH MAYOR KITZMILLER
- EMAIL CONVERSATIONS WITH SUMMERSET RESIDENTS

Required Report

November 2024 Mayor Kitzmiller

MEETINGS

- Attended required Commission Meetings
- Attended all Special Meetings
- Attended Planning and Zoning meetings

PUBLIC WORKS

Almost daily calls or text messages with our City Administrator. Weekly visits with department heads and Commissioners.

- Budget (End of year expenses)
- Lighting
- Snow Route Ordinances
- Building Permits
- Park (Castlewood)
- City Building maintenance

Monitored my Facebook page providing information and taking phone calls from our citizens



Memo

Date: Tuesday, November 19, 2024

Project: Norman Ranch Subdivision Review

To: Lisa Schieffer

From: Chris Robinson

Subject: Design Exception and Plan Approval Suggested Contingencies

HDR has prepared a list of suggested contingency items to assist the City with their review process for the proposed Norman Ranch development. The contingencies are intended to address two primary issues associated with the proposed development plans. First, a design exception is requested to operate a new force main at lower velocity than the minimum required by design standards. Second, due to funding deadlines, Norman Ranch is requesting approval prior to fully addressing all review comments or providing all project details to the City. Suggested contingencies are provided for each of the two items identified above.

1. Design Exception Request

Background and basis for contingencies:

The currently proposed phase 1A consists of 75 homes with an average daily flow of 14 gallons per minute.

An 8-inch forcemain is proposed in combination with a pumping rate of 80 gpm. The resulting pipeline velocity is 0.5 ft/s. The design criteria minimum for velocity is 2.0 ft/s.

Minimum pipeline velocities of 2.0 ft/s are required to prevent deposition of solids and allow settled solids to be resuspended. A velocity of 0.5 ft/s will result in solids settling within the pipeline and not being adequately conveyed to the discharge point.

A forcemain velocity design exception has been requested by Norman Ranch to accept 0.5 ft/s pipe velocity.

Norman Ranch is unwilling to install a smaller pipeline or parallel pipelines to achieve higher pipeline velocity due to the added costs. Norman Ranch's approach is to install a single 8-inch forcemain to serve all potential future phases of their development.

The 8" does not service phase 3. The forcemain was downsized from what was originally proposed to increase the velocity in the pipe per discussion at a meeting between Renner and HDR on 10-22-24 precisely to come to a design that HDR could support. A meeting in which we made changes for exactly that reason. The 10" would have served all potential future phases. The 8" does not serve the entire development but was substituted per the compromise discussed for the exception.



In exchange for accepting the design criteria exception request, Norman Ranch has agreed to make provisions to assist the City with the additional operating and maintenance costs.

Suggested contingencies related to accepting the pipeline velocity design exception include:

- The pipeline will be designed by Norman Ranch to accommodate pigging operations. A pig launch facility will be provided at the lift station. A hydrant and watermain extension will be provided at the lift station for a high-volume source of water.
- The forcemain will be downsized from 10" to 8" to increase the velocities in the pipe. The third phase will not be able to be accommodated in this force main velocity compromise.
- ~~Norman Ranch will be responsible for pigging costs until the pipeline velocity is increased to 2.0 ft/s. The City anticipates accepting ownership of the new facilities. As the system owner, the City will be responsible for completing the work and coordination with Norman Ranch for payment.~~
- ~~Pipeline cleaning will occur a minimum of twice a year or more often if required based on degradation of pumping system performance.~~

2. Plat Approval (Plans and Specifications)

Background and basis for contingencies:

A utility design report and construction plans have been submitted for the proposed Norman Ranch development. Several items associated with proper design and operation of a lift station and forcemain system have either not been provided or lack details.

All aspects of the design and reasoning have been discussed, thought through, and provided with action plans forward and are reported understood by Design Team and Review Team. Providing these details mentioned above require the definition of the force main size.

The current proposed drawings do not include plans or details for a proposed building nor do they include electrical or instrumentation and control drawings for the lift station. Project specifications for construction materials, equipment details, startup services, and closeout document requirements have not been provided.

All aspects of the design and reasoning have been discussed, thought through, and provided with action plans forward and are reported understood by Design Team and Review Team. Providing these details mentioned above require the definition of the force main size.

As described above related to the design exception request, an 8-inch pipeline is proposed. An 8-inch pipeline requires a flow rate of 315 gpm to achieve a minimum velocity of 2.0 ft/s. The initial proposed pumping rate is 80 gpm at 0.5 ft/s pipeline



velocity.

The current Summerset Lift Station peak daily inflow is calculated as 195 gpm. The pumping capacity of the lift station is 230 gpm. The pumping capacity has been revised upwards from 160 gpm after air release valves were serviced the pump test recalculated.

Capacity of the lift station was and is reported to be 275 gpm per the . Developers agreement identifies that city is responsible for achieving this flow rate per below:

VI. SANITARY SEWER AND LIFT STATION

- A. The City of Summerset will provide sanitary sewer treatment for the Property and subdivision.
- B. The Developer will install a new subdivision lift station and force main to connect to the existing City of Summerset infrastructure. The proposed lift station will be expandable to account for future growth in the sanitary sewer basin. The force main will be tied into the existing City of Summerset Lift Station and Recreation Drive.
- C. The ability of the existing force main to service subsequent phases of development is unclear at this time. Any repairs or upgrades due to malfunctions or blockage will be at the City's expense, while any other upgrades otherwise necessary will be at the expense of the Developer.
- D. The Developer agrees to upgrade the City's existing lift station on Recreational Drive to accommodate additional flow once necessitated by the Property development.

And From Summerset Lift Station Memorandum and basis of Developers agreement and design. That the flow rate

4.1. Summerset Lift Station

The capacity of the Summerset Lift Station was determined to be limited by the forcemain to approximately 160 gpm. The current pumping rate was verified by conducting a draw down test of the lift station wetwell. Review of the lift station's pump data and theoretical forcemain capacity leads to an expected pumping rate of 275 gpm; however, the actual field verified flow rate is 160 gpm. The lift station's pumps were recently replaced with no known operational issues. Because the pumps are in like new condition, the forcemain is assumed to have unidentified flow restrictions or other defects that are causing increased pumping head and lower flow rates.

The lift station is in good working order and can remain in service until incoming peak flows exceed the station's capacity. Forcemain improvements would likely free up capacity in the lift station and allow it to operate until peak inflows reach 275 gpm. The lift station pumps and wet well are limited to a peak flow of 275 gpm and a new station is recommended to be constructed to serve higher flow rates.

4.2. Summerset Forcemain

The existing 6-inch PVC forcemain that conveys lift station discharge to a downstream gravity sewer connection, appears to be limiting the overall pumping system capacity. Flow through the forcemain was determined to be approximately 160 gpm. At this flow rate the velocity is 2.1 feet per second. *Recommended Standards for Wastewater Facilities, Health Research Inc., 2014 Edition (Ten State Standards)* 49.1 recommends a cleansing velocity of 2 feet per second should be maintained but not to exceed 8 feet per second. All model results are within this range.

As discussed with the lift station recommendations, the forcemain should be improved prior to completion of Scenario #5 (Norman Ranch phase 1). Improvements to the forcemain will allow increased pumping rates from the lift station. Ultimately the forcemain and lift station will both require improvements to meet the wastewater demands associated with the Norman Ranch development.

The Capacity and limitations of the existing lift station where and have been defined and specified that it is the City's Responsibility to complete these upgrades.

The Summerset Lift Station is currently near maximum capacity and will not be capable of receiving the proposed inflow from phase 1 without risk of an overflow discharge.

Norman Ranch is unwilling to make improvements to the existing Summerset Lift Station until phase 2 of the development. This creates a bottleneck in the system. The new Norman Ranch Lift Station pumping rate or pumping time will need to be limited to prevent a potential overflow during peak events.

This is misleading. We have reported in person and in comment response that we are willing to follow the development and upgrade schedule provided in the developers agreement. This includes the city making upgrades for phase 1 and the developers making future upgrades. This is integral because it allows the developer to install infrastructure that accommodates future growth without making the project financially infeasible. This is once again, the basis of the Developers Agreement and all subsequent actions. Full design of future upgrades was also specifically discussed as impractical because of the changing nature and needs of the city. That future improvements are worked on to provide good for the entire community.

Suggested contingencies related to accepting the Norman Ranch plat (plans and specifications):

- ~~Norman Ranch to provide a Surety for delay of improvements to the Summerset Lift Station and Forcemain. If phase 1 overwhelms the existing system, the City would have Surety that the needed improvements will be constructed if phase 2 of the development does not occur.~~

This is not a Developer responsibility and should not be imposed with this phase of the project per the developers agreement.
- ~~The City will monitor wastewater levels in the Summerset Lift Station. If operating levels raise to the station alarm level, no additional occupancy permits will be issued. Issuance of occupancy permits will only resume after either improvements are made to the Summerset Lift Station to increase capacity or the City agrees to alternate approaches provided by Norman Ranch to reduce operating levels in the existing lift station.~~

This is not a Developer responsibility and should not be imposed with this phase of the project. In addition, due to the known treatment plant limitations we specifically anticipated this in the Developers Agreement as well to not have the development progress stopped or moratorium issued that could cause the failure of such a large and expensive development.



- ~~An odor control system will be provided by Norman Ranch with the initial construction of phase 1. System design calculations, equipment layout, and equipment specifications will be submitted to the City for approval. Design will consider odor control chemical hazards and provide adequate first aid measures. First aid measures are anticipated to include at a minimum an eye wash station and a sink.~~
- ~~Power plans and instrumentation and control plans will be developed by a licensed engineer and submitted to the City for approval.~~
- ~~The proposed building at the lift station site will be designed to current adopted building code. The building plans require approval from the City's building review authority.~~
- ~~The Norman Ranch Lift Station will be provided with pump alarms, high level alarms, generator alarms, and other typical lift station inputs required by the City. Alarm and operating outputs will be integrated into the City's SCADA system. The City will have the opportunity to review and approve alarm strategies.~~

~~These should be limited to Developer will complete the lift station design in accordance with Infrastructure design criteria manual requirements. Additional requirements are not justified. The timing and implementation of this has been discussed and agreed to with the Design Team and Review Team.~~

~~The Norman Ranch Lift Station should be Designed to IDCM standards.~~

- A flow meter will be provided on the discharge line of the Norman Ranch Lift Station and flow data will be integrated into the City's SCADA system.
- ~~A sound attenuation enclosure will be provided for the standby generator. This is covered in the above. Developer to complete lift station design in accordance to IDCM requirements.~~
- Proper air valves will be specified. The current plans include valves that are not approved for wastewater service
~~This has been previously discussed and agreed to.~~
- Project specifications will be provided to the City for review and approval.
~~This has been previously discussed and agreed to.~~
- Proposed equipment and building materials that are not covered by the standard specifications will be submitted to the City for review and approval. Any equipment or building materials not approved by the City are subject to rejection.
~~This has been previously discussed and agreed to.~~
- USACE approval is required for work in the existing drainage.
~~This has been previously discussed and agreed to.~~

Proposed contingencies related to accepting the pipeline velocity design exception include:

- The pipeline will be designed by Norman Ranch to accommodate pigging operations. A pig launch facility will be provided at the lift station. A hydrant and watermain extension will be provided at the lift station for a high-volume source of water.
- The forcemain will be downsized from 10" to 8" to increase the velocities in the pipe. The third phase will not be able to be accommodated in this force main velocity compromise.
- Extend Warranty on Forcemain and Lift Station to 3 years

Proposed contingencies related to accepting the Norman Ranch plat (plans and specifications):

- The City will monitor wastewater levels in the Summerset Lift Station.
- The Norman Ranch Lift Station should be Designed to IDCM standards.
- A flow meter will be provided on the discharge line of the Norman Ranch Lift Station and flow data will be integrated into the City's SCADA system.
- Proper air valves will be specified.
- Project specifications will be provided to the City for review and approval.
- Proposed equipment and building materials that are not covered by the standard specifications will be submitted to the City for review and approval. Any equipment or building materials not approved by the City are subject to rejection.
- USACE approval is required for work in the existing drainage.

**REQUEST FOR EXCEPTION TO
SUMMERSET DESIGN STANDARD / CRITERIA / REGULATIONS**

PROJECT Norman Ranch Subdivision Phase 1A & 1B

DATE: 7-24-24 SUBMITTED BY: Ian Garduna, Renner Associates,
(Include Name, Company Name, Email Address & Phone Number)

PIN #: [REDACTED]

LEGAL DESCRIPTION: SW 1/4 of Section 32, T3N, R7E, BHM, Summerset, Meade County, South Dakota

EXCEPTION REQUESTED: SECTION 3.12.6.1 STD / CRITERIA / REG IDCM

DESCRIPTION OF REQUEST: Allow Qpeak velocity of lower than 2 ft/sec.

JUSTIFICATION: Please see attached narrative.
(Please use back of sheet if additional room is needed)

SUPPORTING DOCUMENTATION: Yes No

PROPERTY OWNER'S SIGNATURE**: _____ DATE: _____

**Or Agent, if previously designated by the Owner in writing.

.....FOR STAFF ONLY.....

STAFF COMMENTS: _____

STAFF RECOMMENDATION: _____

REVIEWED BY: _____ DATE: _____

AUTHORIZATION: APPROVED DENIED

COMMUNITY PLANNING DIRECTOR DATE APPROVED DENIED

PUBLIC WORKS DIRECTOR _____ DATE _____

FILE #: _____

ASSOCIATED FILE#: _____

Revised 07/1/14

Justification

The proposed 8" force main would experience velocities lower than the 2 ft/sec for the initial Phase 1A & 1B portion of Norman Ranch Subdivision. The lower velocities are due to constraints at the existing Summerset Lift Station. The Summerset lift station has capacity to allow Norman Ranch to pump at a peak of approximately 80 gpm. The proposed 8" FM would flow at a rate of approximately 0.5 ft/sec.

It is likely once the Air Release Valves (ARV's) are installed on the existing 6" FM that the existing lift station will have a higher capacity to allow Norman Ranch to pump at a higher rate and increase the velocities in the proposed 8" FM. The table below illustrates the theoretical capacity of the Summerset lift station and the proposed flows for each phase of Norman Ranch.

The 8" FM would meet the 2 ft/sec when approximately 50% of Phase 2 would be constructed.

A 6" FM was evaluated and the smaller size limited the pump availability to only service 1A & 1B only. The contributing flows for 1A & 1B would still not bring the velocities to 2ft/sec similarly to the 8" FM that is being proposed.

The requested exception would be a temporary allowance to operate the 8" FM at lower velocities until the upgrades to the existing Summerset lift station are constructed during Phase 2.

Norman Ranch Sanitary Phasing Plan

Phase	Cumulative Sanitary Flows (GPM)		Schedule
	Average	Peak	
1A	14	58	To be constructed jointly
1B	27	108	
2	118	365	
3	241	967	

Summer Set Lift Station

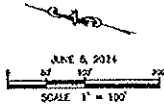
The capacity of the Summerset Lift station is currently	160 gpm
Theoretical capacity upon repairs is	275 gpm
Existing Flows	50 84
Current available capacity of Summerset Lift Station	76 gpm
Upon Repairs available capacity of Summerset Lift Station	191 gpm

If repairs are not completed on the existing Summerset Lift Station (SLS) then improvements will need to be made at Phase 1B of the Norman Ranch Subdivision

If the SLS air release valve improve the system to 275 gpm then the SLS improvements will need to be made at Phase 2 of the Norman Ranch Subdivision.

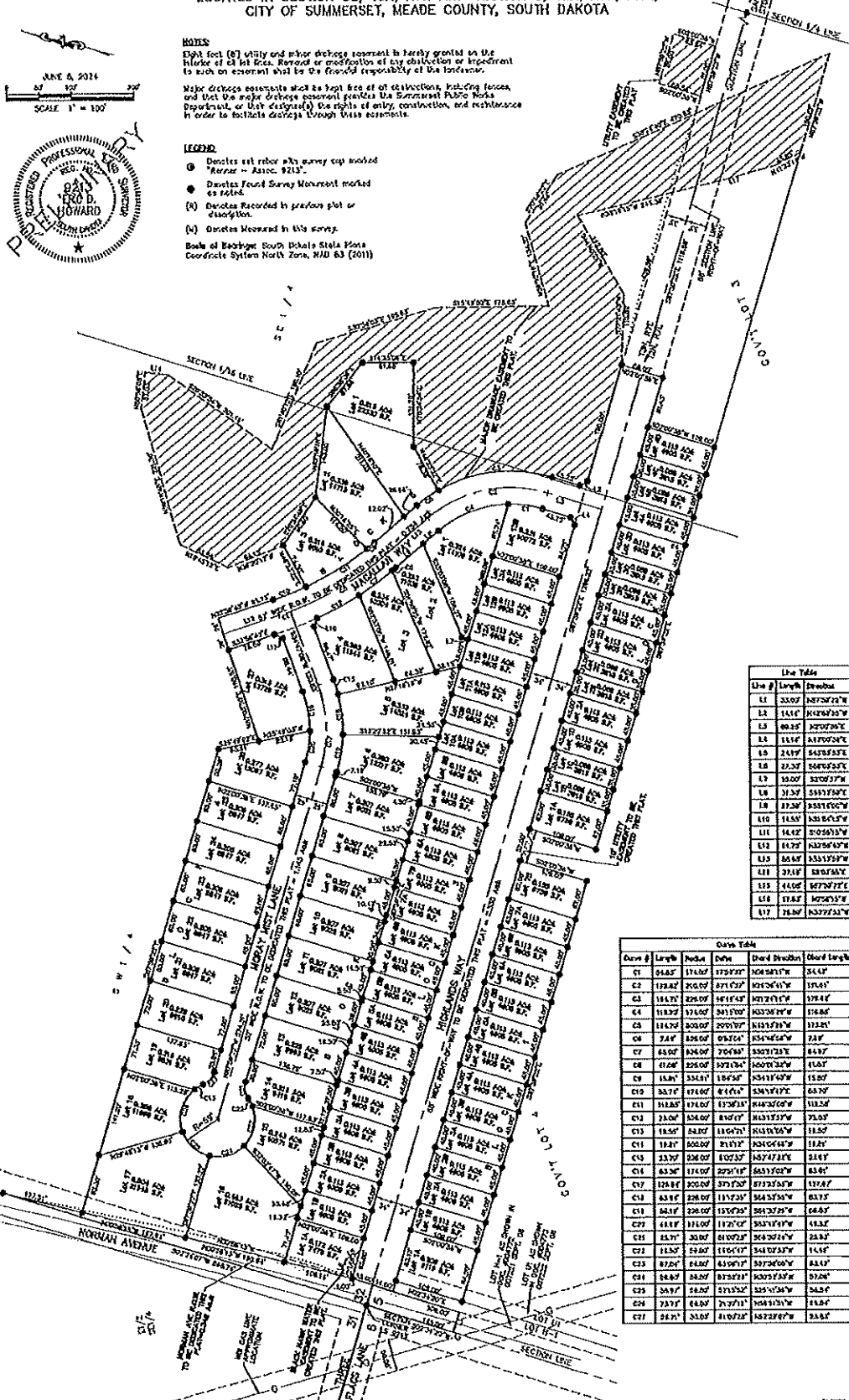
PLAT OF
LOTS 1A & 1B-7A & 7B OF BLOCK 1, LOTS 1A, 1B, 1C, 1D-4A, 4B, 4C, 4D OF BLOCK 2,
LOTS 1A & 1B-13A & 13B OF BLOCK 3,
LOTS 1-27 OF BLOCK 4, LOTS 1-3 OF BLOCK 5 &
MACALLAN WAY, MORAY MIST LANE, HIGHLANDS WAY, & NORMAN AVENUE RIGHT-OF-WAYS
UTILITY EASEMENT AND MAJOR DRAINAGE EASEMENT,
NORMAN RANCH SUBDIVISION

(formerly a portion of the SW1/4 of SW1/4 of Section 32, T3N, R7E and Gov't Lots 3 & 4 of Section 5, T2N, R7E, BHM)
 LOCATED IN SECTION 32, T3N, R7E AND SECTION 5, T2N, R7E, BHM,
 CITY OF SUMMERSET, MEADE COUNTY, SOUTH DAKOTA



NOTES
 Ejectment of utility and major drainage easement is hereby granted on the basis of 63 feet Easement. Removal or modification of any obstruction or impediment to such an easement shall be the financial responsibility of the landowner.
 Major drainage easements shall be kept free of all obstructions, including fences, and that the major drainage easement practices via SummerSet Public Works Department, or their designated, the rights of entry, construction, and maintenance in order to facilitate drainage through these easements.

LEGEND:
 ○ Denotes real estate survey cap marked "Survey - Assoc. #213"
 ● Denotes Found Survey Monument marked as noted.
 (R) Denotes Recorded in previous plat or description.
 (N) Denotes Measured in this survey.
 Basis of Bearing: South Dakota State Plane Coordinate System North Zone, NAD 83 (2011)



Line Table

Line #	Length	Bearing
L1	230.07	N87°20'22"W
L2	141.17	N42°26'32"W
L3	88.23	S27°02'20"E
L4	143.17	N17°02'24"E
L5	243.17	S42°26'32"E
L6	27.27	S86°02'24"E
L7	102.07	S27°02'20"E
L8	21.27	S51°17'52"E
L9	27.27	S51°17'52"E
L10	143.17	S51°17'52"E
L11	14.42	S20°26'32"W
L12	61.72	N22°26'32"W
L13	66.67	S51°17'52"E
L14	27.17	S27°02'20"E
L15	24.05	N87°20'22"E
L16	27.17	N87°20'22"E
L17	24.26	N27°26'32"E

Curve Table

Curve #	Length	Radius	Delta	Chord Bearing	Chord Length
C1	04.87	174.07	173°27'	N68°26'11"W	54.41
C2	17.82	255.07	87°12'	N24°26'44"W	174.11
C3	184.71	226.07	161°43'	N27°26'17"E	178.41
C4	118.27	174.07	261°52'	N22°26'32"W	116.86
C5	114.72	202.07	202°01'	N12°26'32"W	112.21
C6	74.17	426.07	03°10'	S54°26'32"W	74.17
C7	45.07	426.07	70°43'	S20°26'32"E	44.87
C8	61.68	226.07	162°04'	N00°26'32"W	61.67
C9	14.81	334.17	186°58'	S51°17'52"W	14.80
C10	34.71	174.07	44°44'	S24°26'32"E	34.70
C11	112.83	174.07	173°27'	N44°26'32"W	112.26
C12	24.07	124.07	81°07'	N12°26'32"W	23.57
C13	18.57	24.07	110°27'	N12°26'32"W	18.57
C14	18.87	602.07	21°17'	N24°26'32"W	18.87
C15	23.27	226.07	102°27'	N27°26'17"E	23.17
C16	43.27	174.07	222°17'	S65°26'32"W	43.01
C17	112.81	202.07	373°23'	N12°26'32"W	112.81
C18	43.87	226.07	117°21'	S42°26'32"W	43.73
C19	46.17	226.07	150°22'	S51°17'52"W	46.03
C20	44.87	112.07	112°27'	S24°26'32"W	44.82
C21	44.71	30.07	81°02'	N42°26'32"W	44.71
C22	14.27	52.07	116°57'	S42°26'32"W	14.17
C23	87.26	44.07	63°09'	S27°26'32"W	84.41
C24	44.47	44.07	87°22'	N02°26'32"W	44.26
C25	24.17	44.07	271°22'	S25°26'32"W	24.03
C26	23.71	44.07	272°11'	N44°26'32"W	23.64
C27	24.21	33.07	110°22'	N27°26'32"W	24.17

PLAT OF
**LOTS 1A & 1B-7A & 7B OF BLOCK 1, LOTS 1A, 1B, 1C, 1D-4A, 4B, 4C, 4D OF BLOCK 2,
 LOTS 1A & 1B-13A & 13B OF BLOCK 3,
 LOTS 1-27 OF BLOCK 4, LOTS 1-3 OF BLOCK 5 &
 MACALLAN WAY, MORAY MIST LANE, HIGHLANDS WAY, & NORMAN AVENUE RIGHT-OF-WAYS
 UTILITY EASEMENT AND MAJOR DRAINAGE EASEMENT,
 NORMAN RANCH SUBDIVISION**

(formerly a portion of the SW1/4 of SW1/4 of Section 32, T3N, R7E and Gov't Lots 3 & 4 of Section 5, T2N, R7E, BHM)
 LOCATED IN SECTION 32, T3N, R7E AND SECTION 5, T2N, R7E, BHM,
 CITY OF SUMMERSET, MEADE COUNTY, SOUTH DAKOTA

THE SUBJECT PROPERTY FALLS IN FLOOD ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 100-YEAR ANNUAL CHANCE FLOOD PLAN) AS SHOWN IN THE FLOOD INSURANCE RATE MAP (FIRM), MAP NUMBER 46033C021E, EFFECTIVE DATE OF SEPTEMBER 16, 2011.

CERTIFICATE OF INTEREST

I, the undersigned, do hereby certify that I am the owner of the tract of land shown and described herein, that said land is free from any encumbrance, that I did execute and do hereby approve this survey and within plat of said land for the purpose indicated herein. I further certify that the development of this land will conform to all existing applicable zoning, subdivision, erosion and sediment control regulations.

Any land shown on the within plat as dedicated to public right-of-way is hereby dedicated to public use and public utility use as such herein, but such dedication shall not be construed to be a donation of the fee of such land.

In witness whereof, I have set my hand and seal.

OWNER: NORMAN RANCH SUBDIVISION, LLC

BY _____

ACKNOWLEDGMENT OF INTEREST

State of South Dakota
 County of Meade S.S.

On the _____ day of _____, 20____, before me, a Notary Public, personally appeared _____ of Norman Ranch Subdivision, LLC, known to me to be the person described in the foregoing instrument and acknowledged to me that he signed this same.

NOTARY PUBLIC: _____

My commission expires: _____

APPROVAL BY HIGHWAY OR STREET AUTHORITY

The location of the proposed access to the Highway or Street as shown herein is hereby approved. Any change in the location of the proposed access shall require additional approval.

Dated this _____ day of _____, 20____.

 Highway or Street Authority

CERTIFICATE OF HIGHWAY OR STREET AUTHORITY

State of South Dakota
 County of Meade S.S.

The location of the proposed access road to the County or State Highway or City Street as shown herein, is hereby approved. Any change in the location of the proposed access shall require additional approval.

Dated this _____ day of _____, 20____.

 Highway or Street Authority

CERTIFICATE OF COUNTY TREASURER

I, Treasurer of Meade County, South Dakota, do hereby certify that all taxes which are due hereon by the within described lands are fully paid according to the records in my office.

Dated this _____ day of _____, 20____.

 Meade County Treasurer

CERTIFICATE OF REGISTER OF DEEDS

State of South Dakota
 County of Meade S.S.

Filed for record this _____ day of _____, 20____, at _____ o'clock _____ M. in Book _____ of Meads Page _____

 Register of Deeds



CERTIFICATE OF SURVEYOR

State of South Dakota
 County of Parkington S.S.

I, Eric D. Howard, Registered Land Surveyor No. 9218 in the State of South Dakota, do hereby certify that at the request of the herein listed person, I have surveyed the tract of land shown, and to the best of my knowledge and belief, the within plat is a representation of said survey. Easements or restrictions of record or public easements that are not known to me are not shown herein.

In witness whereof, I have hereunto set my hand and seal.

 Eric D. Howard, Registered Land Surveyor

 Date

CERTIFICATE OF PLANNING COMMISSION

The City of Summerset Planning and Zoning Commission certifies it has reviewed the final plat and hereby recommends approval to the City Commission of the City of Summerset, South Dakota.

Dated this _____ day of _____, 20____.

 Planning Commission Member

CERTIFICATE OF DIRECTOR OF EQUALIZATION

I, Director of Equalization of Meade County, South Dakota, do hereby certify that I have on record in my office a copy of the within described plat.

Dated this _____ day of _____, 20____.

 Meade County Director of Equalization

CERTIFICATE OF CITY FINANCE OFFICER

I, Finance Officer of the City of Summerset, South Dakota, do hereby certify that the foregoing instrument is a true and correct copy of the resolution adopted by the City Commission of City of Summerset, South Dakota, at a meeting held on the _____ day of _____, 20____.

 Finance Officer

 Date

CERTIFICATE OF CITY FINANCE OFFICER

I, Finance Officer of the City of Summerset, South Dakota, do hereby certify that all special assessments which are due upon the within described lands are fully paid according to the records of my office.

Dated this _____ day of _____, 20____.

 Finance Officer

RESOLUTION OF CITY COMMISSION

Whereas there has been presented to the City Commission of the City of Summerset, South Dakota, the within plat of the above described lands, and it appears to the Council of Commissioners that:

- a. the system of streets set forth herein conforms to the system of streets of the existing plat of the City;
- b. all provisions of the City subdivision regulations have been complied with;
- c. all taxes and special assessments upon the tract or subdivision have been fully paid; and
- d. each plat and survey thereof have been recorded according to law.

NOW THEREFORE, BE IT RESOLVED that said plat is hereby approved in all respects.

Dated at Summerset, South Dakota this _____ day of _____, 20____.

 Mayor

 Date





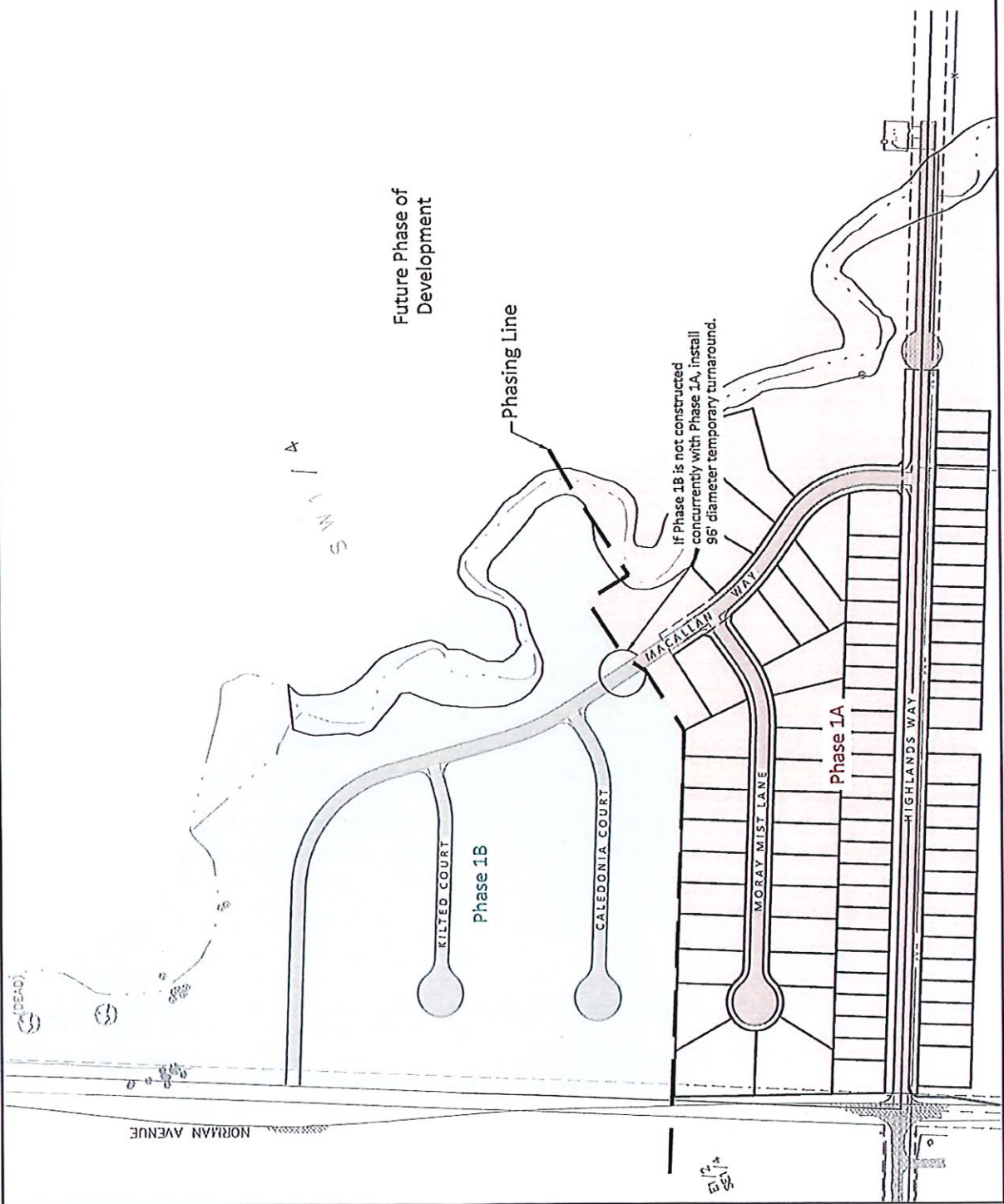
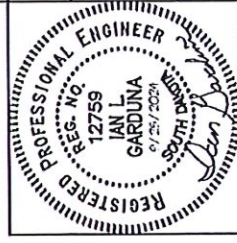
Norman Ranch Subdivision Phase 1A

Project No.	JR0200
Client	JR0200
Design Date	9/25/24
Revision No.	01
Version	9/25/24
Revision	100% CD
Prepared For	Norman Ranch, LLC 1524 Concourse Dr Rapid City, SD 57703
Internal Job No.	2455.01
Sheet Title	Phasing Plan
Sheet No.	3.1



Legend

	Phase 1A
	Phase 1B



Norman Ranch Design Exception Request (11-01-24)

Review Comments (11/05/24)

1. Utility report states "The proposed 8" force main would experience velocities lower than the 2 ft/sec for the initial Phase 1A & 1B portion of Norman Ranch Subdivision."
 - a. An 8" FM would experience a 0.5 ft/s velocity until the pumps are replaced. It is not clear when pump replacement is proposed.
 - b. **Norman Ranch Response: Pumps would be ordered spring of 2025 with City review of shop drawings. Ideally – the Summerset Lift Station forcemain air release valves would be replaced prior to this time and a new pump test conducted. In which case upgraded pumps would be ordered with the initial installation. Otherwise new pumps would be ordered at phase 2.**
2. Utility Report States "The lower velocities are due to constraints at the existing Summerset Lift Station."
 - a. Velocity is a function of pipe size and flow rate. A 4" diameter pipe could achieve a 2 ft/s velocity with a similar pump as proposed.
 - b. **Norman Ranch Response: Agreed. The essence of the request is that a 4" or 6" main limit the potential for growth downstream without the installation of a second force main. By installing an 8" (or 10" as originally proposed) line initially it allows us to budget for Summerset Lift Station Improvements and Norman ranch Pump Upgrades with Phase 2. Our ability to do all three (upgrade summerset lift station, Norman ranch pumps and force main) is not possible within current lot value/improvements conditions.**
3. Utility Report states "The Summerset lift station has capacity to allow Norman Ranch to pump at a peak of approximately 80 gpm."
 - a. The existing Summerset Lift Station capacity is 160 gpm. The calculated current peak inflow from its existing service area is 165 gpm. The only available existing capacity is associated with actual vs calculated peak flow rates which are unknown. It appears the average day flow is being utilized to determine available capacity.
4. Utility Report states "The proposed 8" FM would flow at a rate of approximately 0.5 ft/sec."
5. Utility Report states "It is likely once the Air Release Valves (ARV's) are installed on the existing 6" FM that the existing lift station will have a higher capacity to allow Norman Ranch to pump at a higher rate and increase the velocities in the proposed 8"FM."
 - a. Are larger Norman Ranch Lift Station pumps proposed to be installed after improvements are made to the Summerset Lift Station as this statement implies?
 - b. **Norman Ranch Response: Yes, and ideally sooner per above.**
6. Utility Report states "The table below illustrated the theoretical capacity of the Summerset lift station and the proposed flows for each phase of Norman Ranch."
 - a. See above response related to theoretical capacity of the Summerset lift station.
7. Utility Report states "The 8" FM would meet the 2 ft/sec when approximately 50% of Phase 2 would be constructed."

- a. Are Norman Ranch LS improvements proposed during phase 2? If so, the timing does not match the table presented in the revised Utility Report where Norman Ranch LS improvements are not proposed until phase

The table below is an anticipated schedule of improvements based on the phasing for Norman Ranch.

Norman Ranch Sanitary Phasing Plan

Phase	Cumulative Sanitary Flows (GPM)		Schedule
	Average	Peak	
1A	14	58	To be constructed jointly
1B	27	108	
2	118	365	CWLS upgrades required
3	241	967	Norman Ranch Improvements

- b. **Norman Ranch Response: Yes, Improvements to the City of Summerset and Norman Ranch Lift Station are planned in Phase 2, to be designed during those phases.**
8. Utility Report states "A 6" FM was evaluated and the smaller size limited the pump availability to only service 1A & 1B only. The contributing flows for 1A & 1B would still not bring the velocities to 2ft/sec similarly to the 8" FM that is being proposed."
- a. The selected pump cannot serve phase 1A and 1B without peak equalization in the wetwell. A 6" forcemain has no affect on the current pumps ability to serve future phases, the pump is limited by a peak flow of 80 gpm for both scenarios.
- b. **Norman Ranch Response: Agree that the current limiting flow is due to the Summerset Lift Station and per the developers agreement understand that it will need to be upgraded with phase 2. The friction head loss within the 6" main begins to limit flow given currently available commercial pumps as flow increases.**
9. Exception Request states ""The requested exception would be a temporary allowance to operate the 8" FM at lower velocities until the upgrades to the existing Summerset lift station are constructed during Phase 2."
- a. Pipe velocities below 2.0 ft/s would remain until the pumping capacity is increased to 315 gpm or greater. Impacts to other infrastructure (gravity sewers and WWTP) have not been identified for this flow rate. For reference, the existing capacity of the WWTP is 0.53 MGD peak. A Norman Ranch Lift Station flow of 315 gpm equates to 0.45 MGD (85% of the total peak capacity).
- b. **Norman Ranch Response: Per the Developers agreement and discussion with the City that led to the design of a 10" main we understand and know that additional upgrades to the city's pump station will be required. If we select anything smaller than an 8" forcemain it ensures that we will also have to install a secondary forcemain with phase 2 due to the resultant friction loses in a 6" or smaller main. The current cost of the forcemain is nearly \$2,000,000 as bid. In order to provide the greatest regional good, and in accordance with the agreement, we believe that installing an 8" allows for the greatest benefit to the city of summerset, allows for reginal growth flexibility and allows the developers reasonable financial expectations to upgrade the existing city lift station with phase 2. A pigging station**

was added to the forcemain to help with maintenance and cleaning that may be expected with lower velocities. If the city has concerns with added maintenance I would also add that we could extend the warranty on the Norman Ranch Pump until Phase 2 beyond; the 2 year mark already provided in the developers agreement.

Norman Ranch Utility Report (11-01-24)

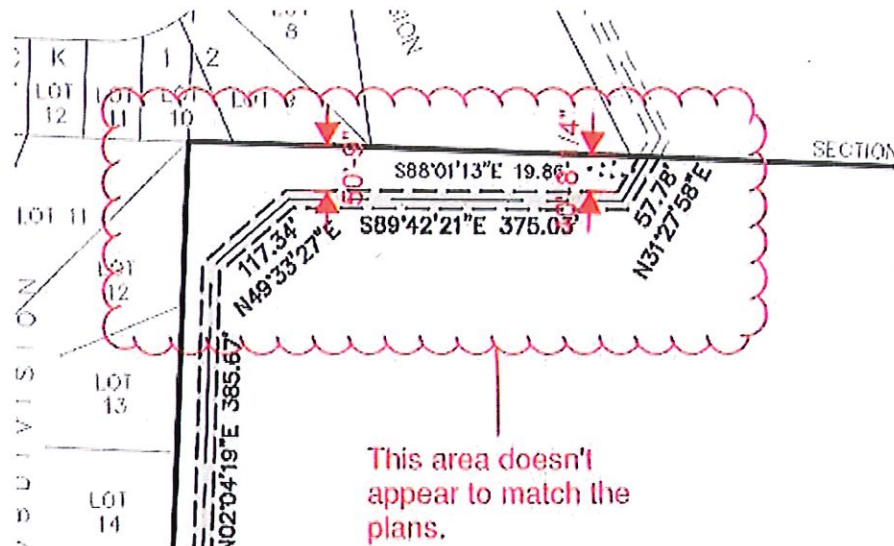
Review Comments (11/08/24)

10. A meeting took place where HDR suggested addressing a list of items associated with a lift station design. Items that were requested to be addressed but are either absent or lacking detail:
 - a. Odor control
 - b. Data for all proposed valves (check, isolation, air and vacuum)
 - c. Inclusion of a flow meter
 - d. Noise control
 - e. Power plan
 - f. Instrumentation and Controls (pump control logic, proposed instruments, plc inputs, alarms/communication)
 - g. Design FM to convey a pig (pig launch added at lift station but its unclear if valves are full port).
 - h. The proposed air release valve is for water and not appropriate for wastewater service. The valve is air release only, combination valves are anticipated to be required is some locations.

Norman Ranch Subdivision Sanitary Force Main & Water Main Plans (11-01-24)

Review Comments (11/08/24)

11. New aerial on Sheets 5.11-5.20, appears to be covering property line and topographic survey linework.
12. Missing a section of forcemain in profile view on Sheet 5.15.
13. Alignment of sewer in on the north side of Tract C of Lot 3 appears closer to the lot line than what is shown in the easement exhibit, confirm which alignment is correct and update documents, see below



This is from Exhibit A for Tract C of Lot 3 of NE1/4 of SW1/4 of Section 31 (dated 6/5/2024), if there is a newer version that is correct, please submit.

14. Minimum bury depth for the 8" forcemain should be 6' currently showing less than this from ~Sta. 91+60 to Sta. 95+85. If this is to be left as shown Engineer should submit a design exception and should consider insulation where less than 6' of cover is provided.
15. Electrical plans are not included.
 - a. Will 3-phase power be available at the site?
 - b. Type and location of pump control panel enclosure?
 - c. Heated and air conditioned?
 - d. Alarms?
 - e. SCADA capabilities?
 - f. Generator specifications have not been provided.
 1. Potential concerns - sound enclosure, heated and ventilated, adequate foundation?
16. Pump specifications were not provided.
 - a. City to have ability to approve final pump selection?
 - b. What type of drive (constant speed or variable)?
17. A building has been added to the recent plan revisions. Building details and specification have not been provided.
 - a. An "Odor Control Dosing System" is called out on the lift station site drawing. No other information has been provided on the system. There does not appear to be access to the tank for exchange/refill. No pumps, controls, or other odor control system components are included.
18. Verify jib location and capacity.
 - a. Specifications for jib crane have not been provided.
 - b. Will this be able to lift the larger future pumps (Phase 2/3)?
19. Pig Launch Chamber opening is adjacent to the vault wall. Verify adequate space is provided for pig insertion.

Norman Ranch Phase 1A Plans (9-25-24)

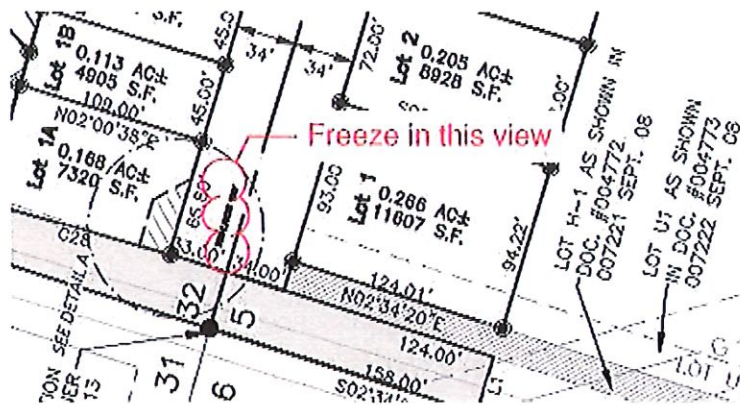
Review Comments (11/08/24)

20. Will need USACE jurisdiction determination/approval prior to 15" storm culvert and riprap from the pond, the 72" culverts and riprap and gravel road installation work in existing drainage.

Preliminary Plat Document Phase 1A Norman Ranch

Review Comments (11/08/24)

21. Freeze small "Highlands Way" text on overall plat, see below:



Outstanding Coordination Items

22. Permit for work in the RCPE Railroad right-of-way: Received filed permit needs to be finished by Contractor.
23. Meade County permit for utility work in Norman Ranch Rd. and Three Flags Ln.: Received filed permit, need final approved permit.
24. Approach Permit from Meade County: Received filed permit, need final approved permit.
25. Approval from SDDANR for Norman Ranch Subdivision: Approved with conditions.
26. Approval from SDDANR for Norman Ranch Sanitary Force Main and Water Main plans and specifications: Approved with conditions.
27. SDDANR Stormwater Discharge for Norman Ranch Subdivision: Received approved permit.
28. Correspondence from U.S. Army Corp of Engineers for work in the drainage/potential wetland area: Developer has indicated an environmental study is on-going.
29. Utility easements: Received Exhibit A for Tract C of Lot 3 of NE1/4 of SW1/4 of Section 31 (dated 6/5/2024) and Exhibit A for Lot 2B of Recreational Park Estates (dated 6/5/2024), will need finalized easement after City approval.
30. Approval from Black Hawk Water Users District: Received approval letter.
31. Approval from Black Hawk Volunteer Fire Department: Received approval letter.

32. Approval from SDDOT for work in I-90 and Sturgis Rd. right-of-way: Received correspondence between Developer and SDDOT, need approved permit.

This list is for tracking, we understand some of these are dependent on City's approval before they are finalized.

PERFORMANCE CONTRACT

BETWEEN
THE CITY OF SUMMERSET
AND
BLACK HILLS COUNCIL OF LOCAL GOVERNMENTS

This performance contract between the CITY of Summerset, hereinafter referred to as "CITY," and the Black Hills Council of Local Governments, hereinafter referred to as "COUNCIL," for the purpose of the COUNCIL to complete the CITY's Comprehensive Plan.

TERMS OF CONTRACT

This agreement shall commence upon its execution by both parties and shall terminate upon the delivery of the final Comprehensive Plan document.

RESPONSIBILITIES

The parties to this contract agree to the following *Responsibilities*.

The CITY agrees to:

1. provide compensation to the COUNCIL in accordance with the terms of this contract;
2. provide information and guidance to the COUNCIL staff during the contract period;
3. fully consider and take appropriate actions recommended by the COUNCIL staff regarding specific administrative procedures;
4. provide feedback on elements of the plan document within a reasonable time period;
5. appoint or designate a committee to guide the planning process;
6. assume responsibility for all advertising and legal publications related to the review and adoption of the Comprehensive Plan; and,
7. establish a suitable local site for public participation events.

The COUNCIL agrees to:

1. perform all duties as outlined on the attached scope of work; and,
2. provide an electronic copy of the plan documents, maps, sample legal ads, and sample resolutions to the CITY in order to adopt the Comprehensive Plan.

COMPENSATION

The CITY hereby agrees to provide compensation to the COUNCIL in the amount of **\$22,600.00** for services rendered in the development of the Comprehensive Plan as outlined in this contract. Fifty percent (50%) of the contract will be billed upon completion of Phase 3, and the remaining fifty percent (50%) shall be billed upon delivery of the final draft. The CITY agrees to pay the COUNCIL within sixty (60) days of receipt of billings.

HOLD HARMLESS

To the fullest extent permitted by law, each party shall indemnify and hold harmless the other party, including each other's agents, employees and volunteers from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of

the party's respective *Responsibilities* as set forth herein, including loss of use resulting therefrom and which is caused in whole or in part by any negligent act or omission of the party, or any subcontractor of such party, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

ENTIRE AGREEMENT; NO THIRD PARTY BENEFICIARIES

This Contract is the entire agreement between the parties concerning its subject matter, supersedes all prior agreements and understandings, whether or not written, and is not intended to confer upon any person other than the parties any rights or remedies hereunder.

MODIFICATION OR CANCELLATION OF CONTRACT

This contract constitutes the entire agreement between all parties and supersedes all previous contract(s). No amendment or modification changing its scope or terms shall have any force or effect unless it is in writing and signed by both parties. This contract may be canceled by either party with thirty (30) days written notice, delivered by registered mail. In the event of early termination, the COUNCIL shall be compensated on a pro rata basis for the percentage of *Responsibilities* performed prior to the date of cancellation. All notices under this contract shall be addressed as follows:

To COUNCIL:
Black Hills Council of Local Governments
Attn: Jennifer Sietsema
730 East Watertown Street, Suite 102
Rapid City, SD 57701

To CITY:
City of Summerset
Attn: Lisa Schieffer
7055 Leisure Lane
Summerset, SD 57718

This agreement shall be binding upon the parties hereto, their successors and assigns.

Executed this _____ day of _____, 2024.

CITY OF SUMMERSET

**BLACK HILLS COUNCIL
OF LOCAL GOVERNMENTS**

Mayor

Jennifer Sietsema, Executive Director

SUMMERSET COMPREHENSIVE PLAN SCOPE OF WORK:

The following outline details the scope of work to complete Somerset's Comprehensive Plan.

PHASE ONE – *Planning process groundwork*

- ***BACKGROUND DATA COLLECTION/WEBSITE DEVELOPMENT (Winter- Spring 2025)***
 1. BHCLG will collect and review planning documents, maps, and background information related to the comprehensive plan.
 2. BHCLG will develop a comprehensive plan website to keep the public informed of the planning process.
 3. The CITY will appoint a committee to guide the comprehensive planning process.
- ***SCOPING SESSION (Spring 2025)***
 1. BHCLG will conduct a meeting with the planning committee to identify key issues to address, and groups to engage during the planning process.

PHASE TWO – *Initial input from the public*

A. COMMUNITY SURVEY (Summer 2025)

1. Based on the input from the planning committee, BHCLG will develop a community survey to gauge citizen viewpoints and ideas related to issues and opportunities facing CITY. The survey will be available online and via paper format. The results of the survey will help to inform the vision and goals included in the plan document.
2. BHCLG will conduct one public stakeholder meeting with locations identified by the CITY. This meeting will focus on issues and opportunities for the CITY. BHCLG will develop the invitation materials—letters and posters—but the CITY will be responsible for distributing the invitations and publicizing the event. The input from this meeting will also help to inform revisions to the vision and goals included in the comprehensive plan document.

PHASE THREE – *Profiling the community*

A. COMMUNITY PROFILE (Summer 2025)

1. BHCLG will complete a community profile of the city, which will include an analysis of existing conditions and trends in demographics, employment/industries, housing, land use, transportation, and community facilities/infrastructure. The community profile information will appear throughout the plan, articulated in the form of infographics, graphs, tables, and maps.

2. BHCLG will synthesize all survey results and information obtained from the community survey to relate the desires and ideas expressed by the public. The survey results along with the community profile will be used as a foundation for the Phase Four visioning/goal setting sessions.

PHASE FOUR – *Plan vision and goals*

A. VISIONING/GOAL SETTING SESSIONS (Fall 2025)

1. BHCLG will hold a meeting with the planning committee to present the community profile information and the survey results and to conduct a visioning/goal setting session.
2. BHCLG will conduct a public meeting in which citizens will take part in visioning and goal setting activities regarding the future of the city. BHCLG will develop the materials inviting people to attend this meeting and to publicize the events, but the CITY will be responsible for distributing the invitations.

PHASE FIVE – *Drafting the plan*

A. PLAN DOCUMENT DEVELOPMENT (Winter 2025-2026)

1. Using the background data, maps, and the public input gathered, BHCLG will develop a draft of the comprehensive plan. It is anticipated that the plan will consist of the following sections: Community Profile; Planning Process; Vision and Goals; and, Implementation. In general, the following elements will be addressed in the document: Land Use; Housing; Economic Development; Parks & Recreation; Hazard Mitigation; and, Public Facilities and Infrastructure.
2. BHCLG will conduct one public open house to present the draft plan. BHCLG will develop the materials inviting people to attend this meeting and to publicize the event, but the CITY will be responsible for distributing the invitations and the actual publications.

PHASE SIX – *Finalizing the plan*

A. FINAL DOCUMENT (Winter – Spring 2026)

1. BHCLG will prepare a final draft of the comprehensive plan based upon the input received in Phase Five.
2. BHCLG will provide an electronic copy of the final plan document for adoption and sample notices and resolutions for use during the adoption process. The CITY will be responsible for all legal notices and adoption of the plan.

NOTICE FOR PUBLICATION

Ordinance 2024-13

A CITY OF SUMMERSET ORDINANCE SUPPLEMENTAL APPROPRIATION.

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on Ordinance #2024-13 Supplemental Appropriation.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on December 5th, 2024 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 7th day of November 2024.

City of Summerset

Published once on _____, at the total approximate cost of \$_____.

CITY OF SUMMERSET
ORDINANCE NO. 2024.13
SUPPLEMENTAL APPROPRIATION ORDINANCE

Be it ordained by the City of Somerset that the following sums are supplementally appropriated to meet obligations of the municipality.

<u>EXPENDITURES</u>	General Fund Fund 101	
4110 <u>Commission</u>		
Professional Fees	\$15,000	Capital Improvements Grant
Total Commission	<u>\$ 15,000.00</u>	
4140 <u>Finance</u>		
Professional Fees	\$ 53,940.00	Two year audit
Total Finance	<u>\$ 53,940.00</u>	
4141 <u>City Attorney</u>		
Professional Fees	\$ 25,000.00	Lawsuits, NR
Total Legal Fees	<u>\$ 25,000.00</u>	
4192 <u>General Government Buildings</u>		
Repairs and Maintenance	\$ 119,350.00	Hail roof replacement, Three phase power generator
Total General Gov. Building	<u>\$ 119,350.00</u>	
4196 <u>City Engineer Expense</u>		
Professional Fees	\$ 26,000.00	General engineering fees, NR
Total City Engineer	<u>\$ 26,000.00</u>	
4410 <u>Animal Control</u>		
Humane Society	\$ 1,100.00	Increased sheltering
Total Code Enforcement & Sanitation	<u>\$ 1,100.00</u>	
<u>Total Appropriations</u>	<u>\$ 240,390.00</u>	

<u>EXPENDITURES</u>	Swr Debt Service Fund 305	
4700 <u>Swr Debt Service</u>		
Debt Service Expense	\$ 166,670.00	New to budget in this year
Total Swr Debt Service	<u>\$ 166,670.00</u>	
<u>Total Appropriations</u>	<u>\$ 166,670.00</u>	

<u>EXPENDITURES</u>	Capital Outlay Fund 502	
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4850 Capital Outlay

Construction Costs	\$	1,734,006.00	SRF Grant Reimbursement
Total Swr Debt Service	\$	<u>1,734,006.00</u>	

Total Appropriations \$ 1,734,006.00

EXPENDITURES

**Sanitary Sewer
Fund 604**

4000 General Expense

Other Expense	\$	445,000.00	ARPA Funding
Total Swr Debt Service	\$	<u>445,000.00</u>	

Total Appropriations \$ 445,000.00

The following designates the fund or funds to which the money derived from the following source is applied.

REVENUE

**General Fund
Fund 101**

SOURCE OF FUNDING

Unassigned Fund Balance	\$	<u>240,390.00</u>
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TOTAL MEANS OF FINANCE \$ 240,390.00

REVENUE

**Swr Debt Service
Fund 305**

SOURCE OF FUNDING

Unassigned Fund Balance	\$	166,670.00
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TOTAL MEANS OF FINANCE \$ 166,670.00

REVENUE

**Capital Outlay
Fund 502**

SOURCE OF FUNDING

Unassigned Fund Balance	\$	1,734,006.00
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TOTAL MEANS OF FINANCE \$ 1,734,006.00

REVENUE

**Sanitary Sewer
Fund 604**

SOURCE OF FUNDING

Unassigned Fund Balance	\$	445,000.00
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TOTAL MEANS OF FINANCE \$ 445,000.00

Dated this 5th day of December, 2024.

ATTEST:

Mike Kitzmiller, Mayor

Brielle Schrock, Finance Officer

First Reading: December 5, 2024
Second Reading: December
Publication:

Vote: Kitzmiller:
Reade:
Markham:
Osten:
Hirsch:

Published once at the approximate cost of \$_____.

NOTICE FOR PUBLICATION

ORDINANCE 2024-14

**AN ORDINANCE AMENDING TITLE V- PUBLIC WORKS; CHAPTER 50- SNOW
AND ICE REMOVAL ROUTES AND POLICIES; APPENDIX A: ROUTE MAP**

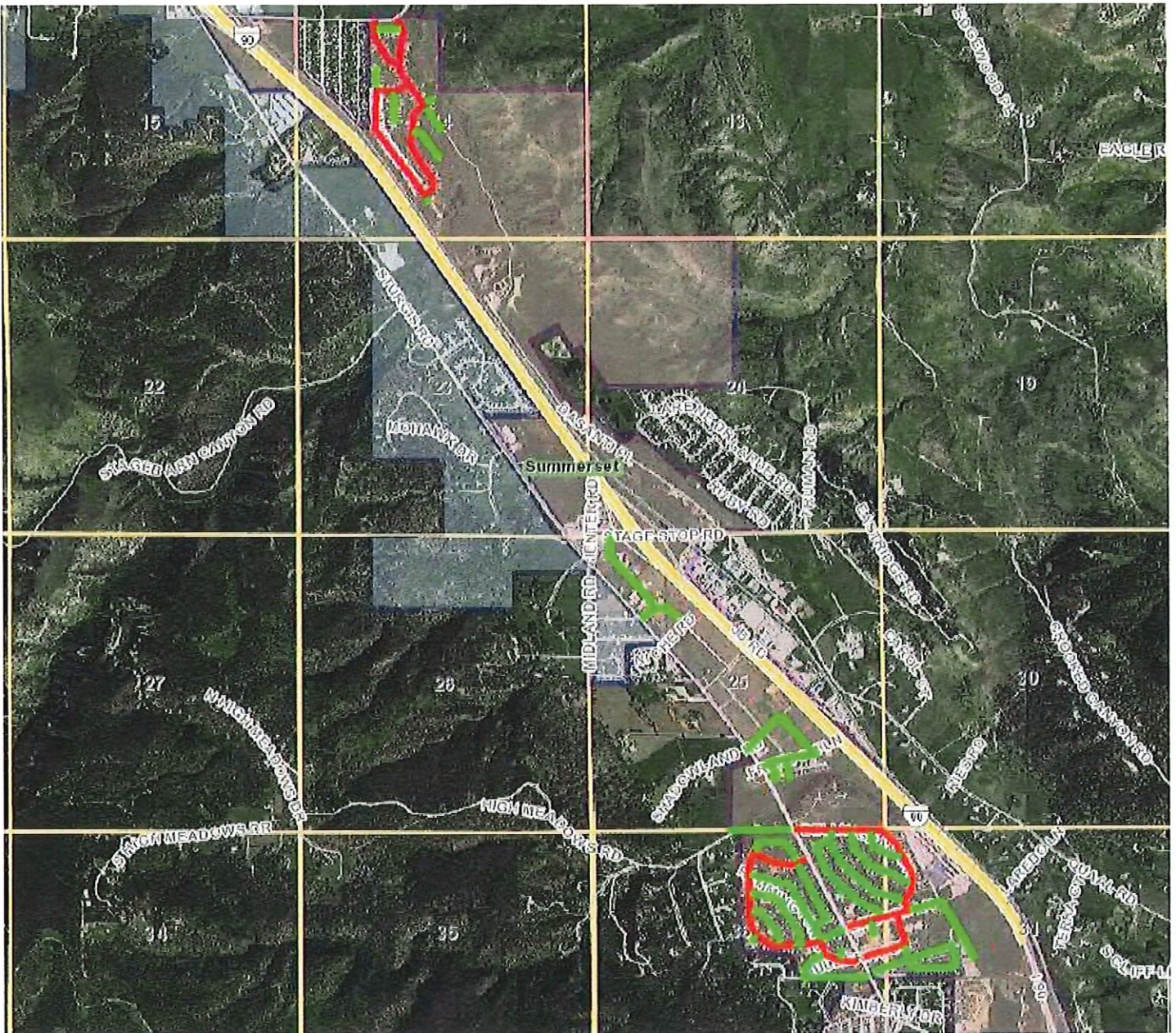
NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2024-14 Amending Appendix A: Route Map. Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on December 5th, 2024 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance. Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

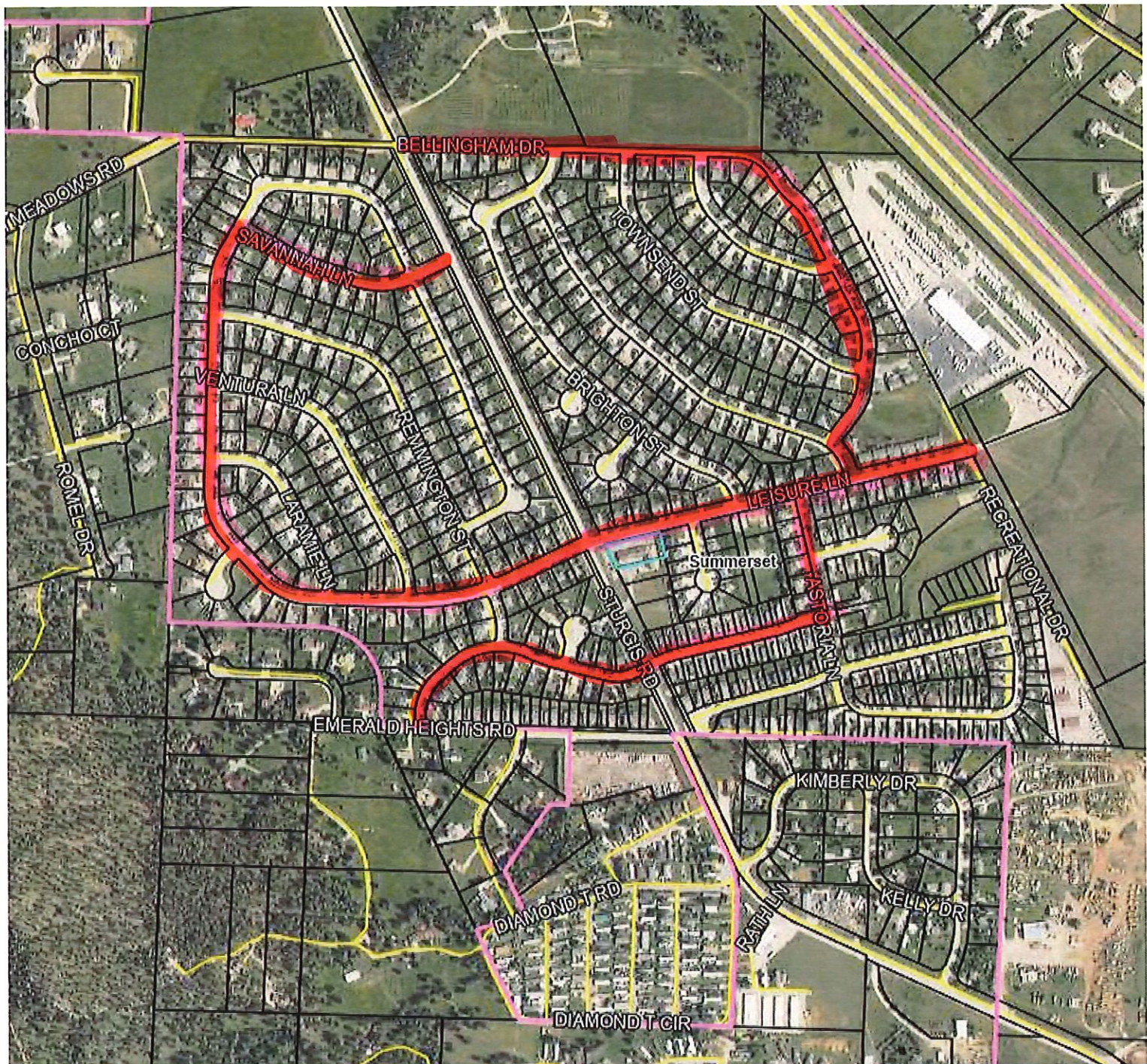
Dated this 7th day of November, 2024.

City of Summerset

Published once on _____, at the total approximate cost of \$_____.

APPENDIX A: ROUTE MAP

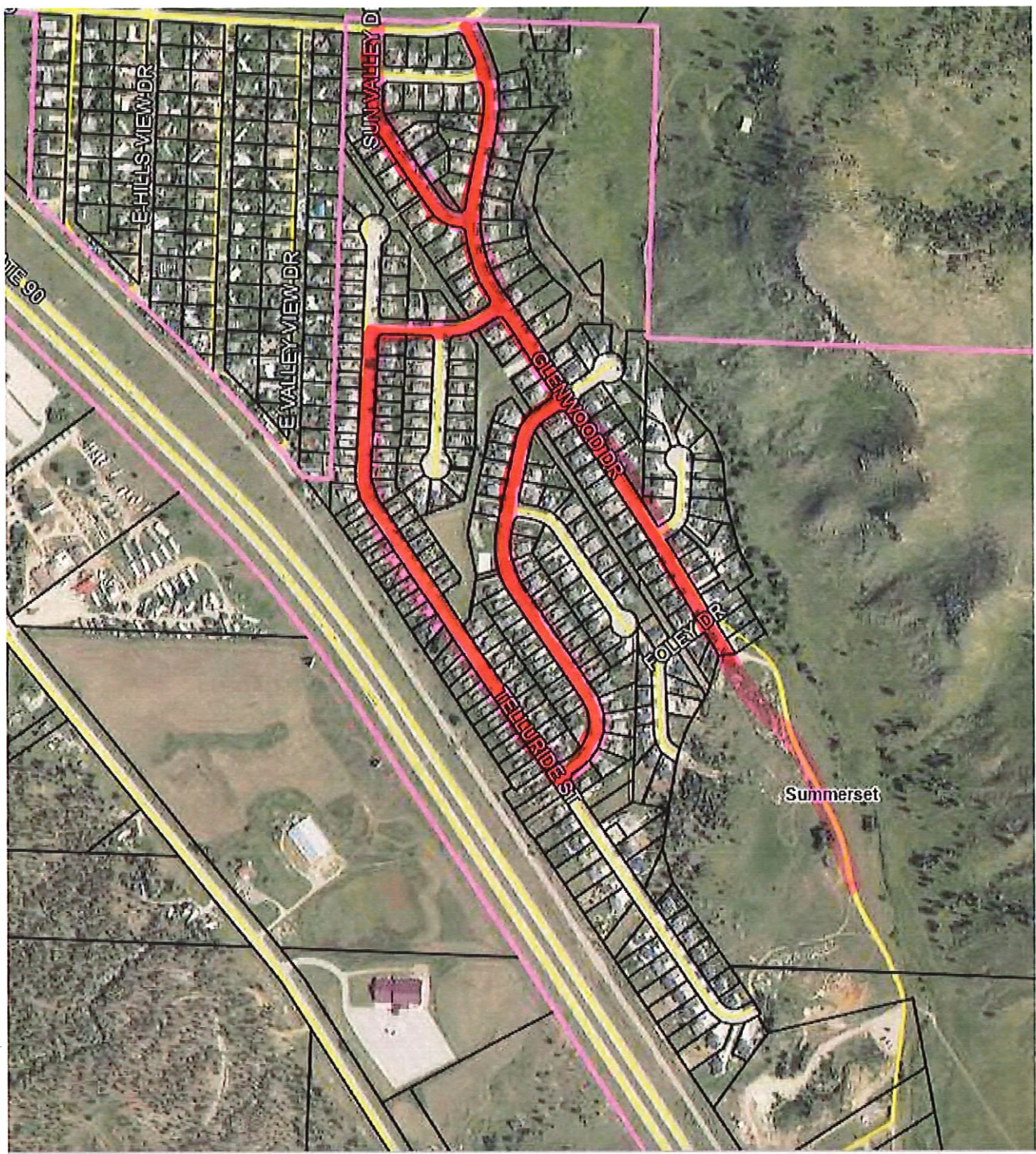




Alternate ID n/a
 Class EXEMPT
 Acreage n/a

Owner Address CITY OF SUMMERSET
 7055 LEISURE LN
 SUMMERSET SD 57718

OF SUMMERSET



HILLS VIEW DR

VALLEY VIEW DR

SUN VALLEY DR

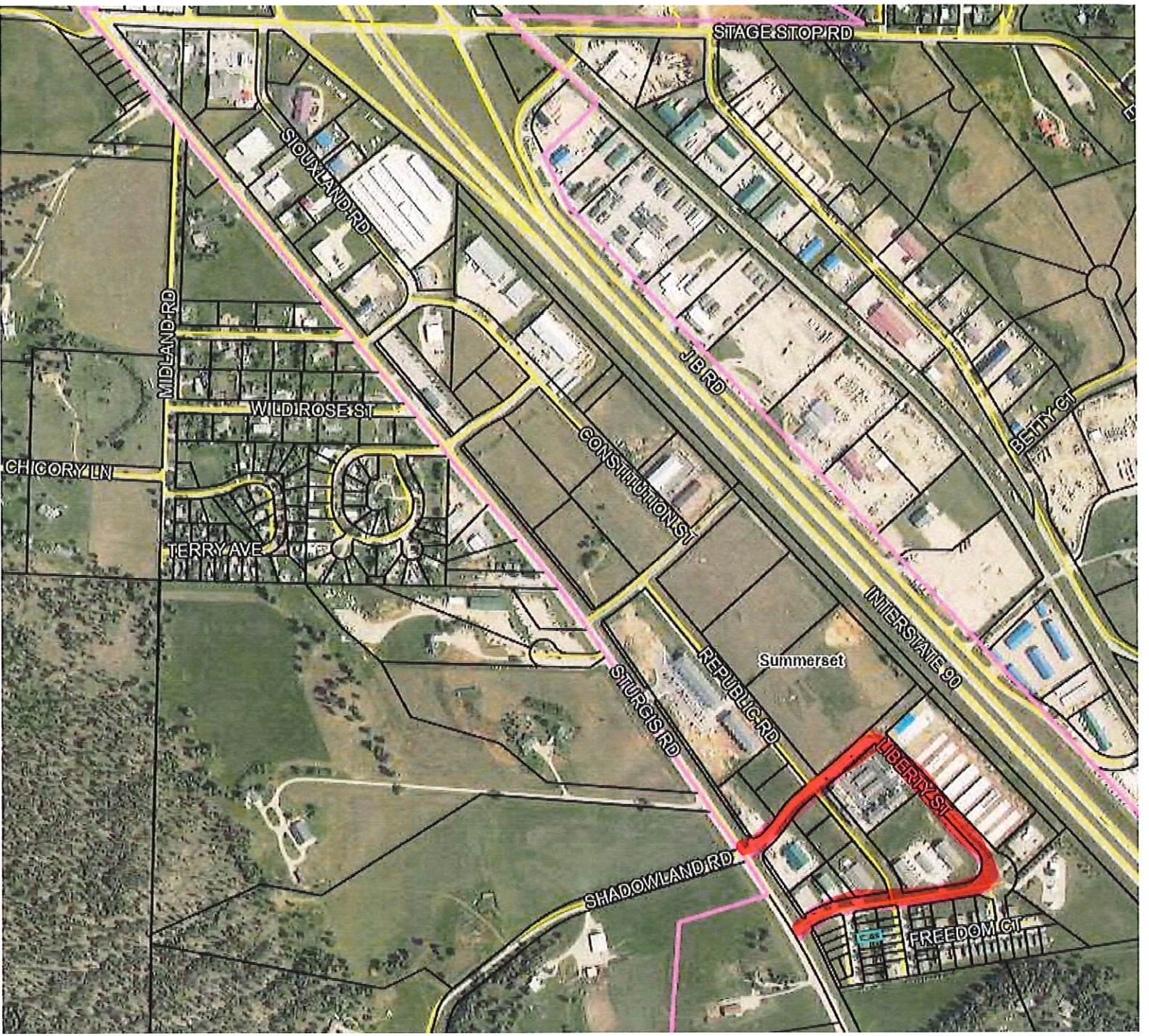
GLENWOOD DR

FOLEY DR

TEAL RIDGE ST

ROUTE 90

Summerset



STAGE STOP RD

SIQUAN RD

MIDLAND RD

WILD ROSE ST

CHICORY LN

TERRY AVE

JIB RD

CONSTRUCTION ST

BETTY CT

Summerset

INTERSTATE 90

STURGIS RD

REPUBLIC RD

LIBERTY ST

SHADOWLAND RD

FREEDOM CT

**CITY OF SUMMERSET
RESOLUTION 2024-19**

WHEREAS, the City of Summerset Board of Commissioners, having the authority to enforce all laws, ordinances and statutes in its corporate boundaries and to act in the best interest of its citizens as it concerns health, safety, and welfare; and further

WHEREAS, the Summerset City Ordinances authorize the Board of Commissioners to establish, by Resolution, emergency primary snow removal areas designated as “Emergency Snow Routes” pursuant to Summerset Ordinance 50.03.

NOW, THEREFORE, BE IT RESOLVED that the following streets within the City of Summerset, South Dakota, are designated as Emergency/Priority Snow Routes as that term is defined in and understood pursuant to the applicable City Ordinances:

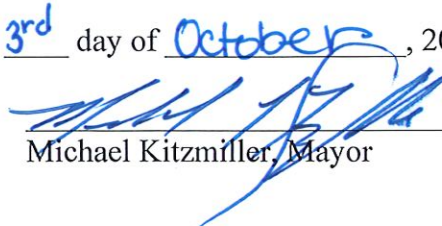
Astoria Lane from Leisure Lane to Mulberry Drive
Leisure Lane
Savannah Lane
Freedom Lane
Independence Loop
Liberty Street
Sun Valley Drive
Telluride Street from Breckenridge to Steamboat
East and West Mulberry Drive
Castlewood Drive from Savannah Lane to Sturgis Road
Bellingham Drive
Glenwood Drive
Steamboat Road
Breckenridge Road

*All other streets that are currently maintained by the City of Summerset will be considered secondary snow routes.

IT IS FURTHER RESOLVED, that pursuant to Summerset Ordinance 50.02, the Director of Public Works and/or his/her designees are authorized to issue snow removal declarations and that the Public Works Director’s designees for this purpose are the Mayor, the Chief of Police and the City Administrator and that these officials are individually authorized to issue snow removal declarations.

Adopted at Summerset, South Dakota, this 3rd day of October, 2024.




Michael Kitzmiller, Mayor

ATTEST:


Brielle Schrock, Finance Officer

(Seal)

City of Summerset

Parks & Recreation Application

Name: Shawn Kohl Date: 11/20/2022

Address: [REDACTED] Summerset, SD 57769

Email address: [REDACTED]

Home phone: _____

Cell Phone: [REDACTED]

Please provide some information about yourself:

Raised in NE South Dakota and Moved to the Black Hills to go to school at SDSMT
Met my wife a Rapid City Local and started a family here but moved to Iowa for work.
We just moved back to the area and have 3 young kids.

Describe why you are interested in this Board:

I love the outdoors and would appreciate being a part of making the parks a place
where not only my family but others have the opportunity to get out and play in a
safe and fun environment. We just moved to Summerset and With 3 kids I would
like to be more involved in the community I am raising them in.

We are currently in the Sun Valley Estates area and I would like to see this area
continue to grow and become even better.

List any relevant work/educational experiences:

Was on the safety committee at a previous position review safety practices and improvements.

Have A B.S. in Electrical Engineering was involved in extra curriculars during school including community service projects and events

Other community involvement/activities/service organizations that you are involved in:

N/A

Shawn Kohl

Signature